

4 February 1977

MEMORANDUM FOR: Executive Officer to the DDA

STATINTL
FROM : [REDACTED]
Chief, Training Services Staff, OTR
SUBJECT : Television Recording Capability in
Headquarters Auditorium

STATINTL
1. I hope that the attached memorandum outlining the initial thoughts of [REDACTED] of the Training Services Staff will be of some assistance. I am sending them to you informally, as you requested.

2. Although cost estimates can only be very broad at this stage of thinking on the subject, I asked Jack to provide some idea of cost:

a. With respect to the option 1.a., an auditorium recording capability would be part of a much larger program or effort. We will not deal with that in this memorandum.

b. Regarding 1.b., the cost could be \$30-60,000, exclusive of installation costs, any lighting modifications, etc. The equipment would be of medium to top industrial quality.

c. A video recorder (See 1.c.), in addition to cameras, would cost \$10-50,000. There is very limited space in the auditorium control room area for a recorder, in addition to a camera system.

d. The 1.d. option would cost around \$20,000; it is not recommended however, since the product would be of doubtful quality.

3. It is obvious that cost estimates don't have much meaning unless they result from a well-defined expression of what the recording system is expected to accomplish, and how well it is to be accomplished. In this regard, I recall our agreement that a high-quality "master" is particularly STATINTL important when numbers of copies and their distribution is part of the objective.

Attachment:
Memorandum



3 February 1977

Memo For: C/ITG

Subject : Headquarters Television Recording Capability

1. To provide a permanent television recording service in the auditorium, the following suggestions are listed in order of complexity and length of time to achieve. Only concepts are listed, omitting the many details necessarily attached to each suggestion.
 - a. --Establish a television studio at Headquarters that can respond on short notice to record auditorium event.
 - b. --Install at least two, preferably three cameras in the auditorium. These cameras can be positioned on the auditorium floor (the best shooting angle), or they can be permanently mounted at selected locations in the auditorium and remotely controlled from the booth.
 - c. --Video recording could be achieved by installing a quality recorder in the auditorium booth. Recording can also be achieved by OCR/PSB by using their cable from the auditorium to their control room master recorders in the main building.
 - d. -- The quick way to provide simple recording service is to purchase a shelf item camera and use the OCR/PSB recording facilities.

2. It should be noted that multiple camera systems require considerably more hardware and space than single camera systems. The auditorium booth does offer some possibilities for placing this type of hardware.
3. Consideration must also be given to the quality of the video signal and resultant video tape desired. If editing and reproductions are anticipated, the originating equipment (cameras and recorders) should be of rather high quality.
4. Consideration must also be given to possibly changing the lighting in the auditorium and the manner in which presentations are staged to suit the conditions required for quality video recording.
5. Equipment recommendations and further details can be furnished given a bit more time.

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